



Hawes Signs
Sandfield Close
Moulton Park
Northampton
Northamptonshire
NN3 6EU

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning & Building Control General Enquiries
Tel: (01903) 737756 Fax: (01903) 730442
Dx: 57406 Littlehampton
Minicom: 01903 732765
e-mail: planning@arun.gov.uk
website: www.arun.gov.uk/planning

Our Ref: BE/128/14/A

Your Ref:

**Please ask for:
Miss C Burrows
extn 37459**

Dear Mr Taylor

16th October 2014

**Town & Country Planning (Control of Advertisement) (England) Regulations 2007 (as amended)
Application for Consent to Display an Advertisement(s)**

Development 3 No. internally illuminated fascia signs, 1 No. internally illuminated moulded totem sign & 3 No. non illuminated wall mounted signs.

Location Kwik Fit Unit 7 Southern Cross Trading Estate Oldlands Way, Bersted Bognor Regis

Thank you for your recent application which I received on 8th October 2014. It is being validated by Miss C Burrows who will be able to assist you should you have any questions.

I regret that I am unable to accept your documents as a formal application until the following item(s) have been received or resolved :-

Please confirm the postcode and co-ordinates on the application, you appear to have entered the details for the previous site.

The site plan provided only indicate 6 signs, please indicate all proposed signage.

The application only has information for 7 signs, however we have details for 8 signs, please clarify and amend accordingly.

For further detailed information on both the National and Local Validation Requirements please go to our website: <http://www.arun.gov.uk/main.cfm?type=HELPWITHMAKINGAPLA>. If you are unable to access the website, please contact this office so a copy can be sent to you.

Please provide the above by **30th October 2014** or your application will be returned to you as incomplete and you will have to resubmit if you wish to proceed with the application. If you have difficulty meeting this deadline please contact the above officer to discuss the matter.

Yours sincerely

Karl Roberts
Assistant Director Planning & Economic Regeneration